

**CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)**  
**Executive Planning Committee Meeting**  
**Thursday, April 15, 2004**  
**Stephen P. Clark Center**  
**111 NW 1<sup>st</sup> Street**  
**10<sup>th</sup> Floor Conference Room**  
**1:00 p.m.**

**Summary of Minutes**

**MEMBERS PRESENT:**

Hon. John F. Cosgrove, Chair

Theodore Wilde

**COUNTY ATTORNEY:**

Bruce Libhaber

**OTHERS PRESENT:**

Hilda Fernandez, Executive Director, OCITT

Joe Lepp, Citizen

Clinton Forbes, MDT

Patty David, OCITT

Betty Alexander, DBD

Pepe Valdes, OCITT

**ROLL CALL**

Mr. John Cosgrove called the meeting to order at 1:20 p.m.

**COMMITTEE REPORTS**

**Chairman's Report**

Mr. Cosgrove commented that Hilda Fernandez, Executive Director, OCITT had informed him that she would be late.

**Project Review Committee**

Mr. Cosgrove stated that the committee voted favorably on all the action items presented with the exception of the two DERM professional service agreement (PSA) contracts for \$500,000 per contract, which would be increased to \$5 million per contract once the County Ordinance was amended. The committee raised concerns about the process by which the BCC approved those contracts. Mr. Cosgrove stated that the PRC did not approve the contracts as they were presented but introduced an alternate resolution to approve the contracts for \$500,000 per contract.

**Budget & Finance Committee**

Mr. Theodore Wilde stated that the committee is scheduled to meet April 22, 2004. He stated that he believes significant work needs to be put into reviewing MDT's request for reimbursement for its deficit. In addition, he suggested that OCITT staff keep a list and track the commitments that have been made to the CITT from Miami Dade Transit (MDT) and the Public Works Department (PWD) such as PWD maintenance of level for stop lights and street signs. Mr. Cosgrove requested that staff report to the Budget & Finance committee recommending a procedure for tracking these non-binding commitments and reporting them back to the CITT. Mr. Wilde stressed the importance of keeping track of these commitments because there is no Ordinance stating that the PWD is required to maintain the same level of maintenance of effort.

Mr. Wilde stated that he heard that the municipality audits were going to begin and he wanted some clarification as to which committee would be responsible for those reviews. Mr. Cosgrove said he would discuss that with Ms. Fernandez.

Lastly, Mr. Wilde asked staff to follow up on the comments made at the CITT meeting March 31 by someone representing the City of Miami who provided the members with inaccurate information by stating that there were only two buses an hour in Coconut Grove when there are actually four buses per hour.

#### **Status Report – RFP Financial Advisor**

Mr. Cosgrove stated that the RFP for a Financial Advisor is going to be placed on the BCC Transportation Committee agenda for April 22 as a discussion only item. He will be out of the country and would like Marc Buoniconti and Mr. Wilde to attend the meeting on behalf of the CITT.

In addition, Mr. Cosgrove commented that the proposed PTP amendment is scheduled for a public hearing May 20, 2004. Mr. Cosgrove stated he would like a member to contact staff to draft a resolution in response to the proposal for CITT approval at the next meeting April 28, 2004.

#### **NEW BUSINESS**

Mr. Cosgrove mentioned that in response to the comments that have been made by some commissioners regarding CITT delaying the approval of contracts, a resolution sponsored by himself, Mike Abrams and Mr. Kelly was developed. The resolution is a proposed policy for establishing timelines and deadlines for approval or rejection of proposed PTP amendments or contracts. Mr. Wilde suggested changing the word "approval" to "decisions". Mr. Cosgrove added that the resolution that is being presented for consideration is a procedural guideline for the CITT's internal processes. Further, Mr. Wilde stated that amendments to the PTP are different from contracts in terms of CITT responsibilities. He stated that he understands that contracts need to be approved within a timeframe, but that should not apply to amendments, which should be subject to significant deliberations. Mr. Cosgrove added that if an item warrants additional time by a committee, the EPC has the authority to grant a waiver of the process when necessary and that if the item is to be taken up by more than one committee, they may hold a joint meeting.

Mr. Clinton Forbes, Executive Assistant to the Director, MDT, stated that MDT has met with Ms. Fernandez and the new process will provide staff more time to submit items concurrent with the BCC. In addition, staff is now more familiar with the information being requested by CITT members. Mr. Cosgrove asked Ms. Hilda Fernandez to meet with Mr. Wilde after the meeting regarding some of the concerns he expressed regarding the resolution presented.

Ms. Fernandez informed the committee that she was invited to make a presentation regarding the CITT at the Transportation Executive Committee of the Greater Miami Chamber of Commerce. The committee wanted to review information regarding the Proposed Amendment to the Ordinance from both parties before it endorsed an opinion. Mr. Cosgrove asked Ms. Fernandez in the future to inform him when a group requests information about the CITT, especially when it is controversial, because it would be best for a CITT member to make that presentation and avoid putting staff in a difficult position.

#### **ADJOURNMENT**

The Executive Planning Committee meeting adjourned at 2:20 p.m.

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Hon. John F. Cosgrove, Chairman

**\*\*\*MINUTES ARE IN SUMMARY FORM\*\*\***

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